



# **Departmental Quarterly Performance Report**

**Department Name:** Performing Arts Center Management Office (PACMO)

**Reporting Period:**  
**FY 2003**  
**Quarter 3**

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# Departmental Quarterly Performance Report

Department Name: PACMO

Reporting Period: FY 2003, 3<sup>rd</sup> Quarter

## MAJOR PERFORMANCE INITIATIVES (Describe Key Initiatives and Status) Check all that apply

County Mgr. Priority (Circle One): *People* *Service* *Technology* Fiscal Responsibility

**The following performance indicators are intended to measure the Project's progress in relation to schedule and budget**

Savings on the GMP (\*however, this saving will fluctuate throughout the contract period, actual savings will not be reflected until Substantial Completion)

	Amount
FY 02	\$3,477,655
FY 03	
Q1	232,175
Q2	(360,446)
Q3	(713,617)
Q4	
Total	\$2,635,767

Use of construction manager's contingency

	Amount	\$ 7,000,000
FY 02	\$6,149	0%
FY 03		
Q1	\$83,459	1.19%
Q2	\$204,442	3%
Q3	\$144,087	2%
Q4		
Total	\$438,137	6.26%
Elapsed Time		44%

Project completed YTD, compared to projected YTD cash flow based on construction budget

		%
Total Billed to date *	Projected Cashflow	
\$72,916,994	\$148,805,213	49%

\* includes Division 1 (General Conditions, Fee, Contingency, Bonds, Insurance, etc.)

means the anticipated YTD cash flow was 51% more than what was actually was paid to the Construction Manager (incl. Fee, GC, insurance, etc) ; based on the cashflow for budget development FY 03; cashflow has since been updated

Overall schedule against Schedule based on Contract time.

Contract Planned Schedule	1,097 days
Delay Days	320 days
Projected Schedule	1,417 days

This is a preliminary estimate that is under review by PACMO and its consultants. A determination will be made of how much, if any, will be granted to PACB. An acceleration plan may be implemented to assist in reducing the projected delay.

# Departmental Quarterly Performance Report

Department Name: PACMO

Reporting Period: FY 2003, 3<sup>rd</sup> Quarter

County Mgr. Priority (Circle One): *People* *Service* *Technology* *Fiscal Responsibility*

***The following performance indicators are intended to measure the Project's progress in relation to DBD Initiatives***

Generated to local contractors via construction contracts (performance against CSBE requirements of 19.11%)

	Amount	%
<b>FY 02</b>	<b>\$ 32,127,592</b>	<b>12.62%</b>
<b>FY 03</b>		
Q1	\$365,695	0.14%
Q2	N/C	
Q3 (see note)	-\$99,945	-0.04%
Q4	\$0	0.00%
Total	\$265,750	0.10%
<b>Grand Total</b>	<b>\$32,393,342</b>	<b>12.83%</b>

Note: Not counted towards the goal of 19.11% because certain CSBE subcontractors dollars were not eligible per Program Requirements.

Wages paid via utilization of work-force projected at \$42.0 million

	Amount	%
<b>FY 02</b>	<b>\$ 5,421,929.00</b>	<b>12.91%</b>
<b>FY 03</b>		
Q1	\$2,876,941	6.85%
Q2	\$2,509,595	5.98%
Q3	\$2,404,051	5.72%
Q4		
Total	\$7,790,587	18.55%
<b>Grand Total</b>	<b>\$13,212,516</b>	<b>31.46%</b>

Actual workforce compared with projected workforce of 200

	Number	Amount
<b>FY 02</b>	<b>143</b>	<b>\$ 900,927.49</b>
<b>FY 03</b>		
Q1 (see note)	(34)	\$258,061
Q2	N/C	\$502,047
Q3 (reported thru May '03)	48	\$577,191
Q4		
Total	14	\$1,337,299
<b>Grand Total</b>	<b>157</b>	<b>\$2,238,226</b>

Note: Not counted towards the workforce goal of 200 because new hires failed to meet the minimum qualifications for the CESA Program.

☒ *Strategic Plan*  
☒ *Business Plan*  
☐ *Budgeted Priorities*  
☐ *Customer Service*  
☐ *ECC Project*  
☒ *Workforce Dev.*  
☐ *Audit Response*  
☐ *Other* \_\_\_\_\_  
 (Describe)

# Departmental Quarterly Performance Report

Department Name: PACMO

Reporting Period: FY 2003, 3<sup>rd</sup> Quarter

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## PERSONNEL SUMMARY

### *A. Filled/Vacancy Report*

NUMBER OF FULL-TIME POSITIONS*	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	7	8	7	1	8	0	8 <sup>(1)</sup>	1		

\* Public Safety Departments should report the sworn versus non-sworn personnel separately and Departments with significant part-time, temporary or seasonal help should report these separately.

<sup>(1)</sup> PACMO has an overage of one position, transferred from GSA, and is currently, in a position titled Senior Assistant to the Director (under review by ERD)

### Notes:

### *B. Key Vacancies – Currently, PACMO hired an executive search firm to recruit for the vacant Assistant Director position*

Assistant Director

### *C. Turnover Issues*

None

### *D. Skill/Hiring Issues*

*Current salary levels make it difficult to recruit the level of construction professional required for the Project.*

### *E. Part-time, Temporary and Seasonal Personnel (Including the number of temporaries long-term with the Department)*

None

### *F. Other Issues*

2 out stationed employees not reflected in the above.

1 – DBD- Compliance Specialist 2 – monitors CSBE and CESA Programs

1- DPD-Sr. Procurement Agent-monitors and administers the Direct Purchase Program

# Departmental Quarterly Performance Report

Department Name: PACMO

Reporting Period: FY 2003, 3<sup>rd</sup> Quarter

## FINANCIAL SUMMARY

	FY 02-03						Notes
	FY 02-03	Quarter 3		Year-to-Date			
	Budget **	Budget*	Actuals	Budget*	Actuals	Variance%	
Revenues							
Bond Proceeds	\$0	\$0	\$0	\$0	\$0	N/A	
Non-Bond Proceeds	\$88,000,000	\$0	\$0	\$0	\$0	N/A	
Interest Earnings	\$2,275,000	\$341,857	\$581,309	\$2,039,891	\$2,658,725	117%	<sup>3</sup>
Grants	\$0	\$0	\$0	\$193	\$320	N/A	
Miscellaneous	\$24,000	\$6,000	\$6,649	\$18,000	\$19,917	83%	
Carryover	\$154,610,270	\$0	\$0	\$0	\$154,610,270	N/A	
Total Revenues	\$244,909,270	\$347,857	\$587,958	\$2,058,084	\$157,289,232		
Expenditures							
Salaries and Fringes (PACMO Administration)	\$1,204,307	\$301,077	\$233,688	\$903,230	\$738,047	61%	<sup>1</sup>
Other Operating Expenses (PACMO Administration)	\$249,292	\$62,323	\$86,145	\$186,969	\$228,263	92%	<sup>2</sup>
Capital (Construction and Project Related)	\$122,622,401	\$30,655,600	\$17,505,075	\$91,966,801	\$41,585,887	34%	<sup>3</sup>
Total Expenditures	\$124,076,000	\$31,019,000	\$17,824,908	\$93,057,000	\$42,552,197		
Revenues Less Expenditures		(\$30,671,143)	(\$17,236,950)	(\$90,998,916)	\$114,737,035		

\*\* Currently, PAC's approved Multi-Year Capital Plan is \$340.138 million; only FY 02-03 Budget is being shown for purposes of this report

### Notes:

\* The first quarter expenditure budget is based on 25% of the annual budget (as required by the Miami-Dade County Charter).

1 - Assistant Director not hired until December and minor savings in other salary and fringe

2- Since additional consultants were hired (in the first quarter) and computer and peripheral equipment was purchased that was not budgeted, basic budgeted items such as file cabinets and computers are a strain on the administrative budget

3- Construction drawdowns (billings) were lower than budgeted due to the pace of the progress

\* Expenditures may be reported by activity as contained in your budget or may be reported by category (personnel, operating and capital).

## Equity in pooled cash (for proprietary funds only)

	Prior Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4
	Year End	Actual	Actual	Actual	Projection
Fund Type/Fund/Subfund/Project					
• CB/360/008/368017 (Series '96)	\$8,868.70	(\$9,744.20)	\$0.00		
• CB/360/008/368018 (Series '96, interest)	\$0.00	\$0.00	\$0.00		
• CB/360/009/368017 (Series '97 B)	\$17,385,627.60	\$94,454,156.54	(\$11,910,153.21)	(\$15,321,406.70)	(\$20,102,457.00)
• CB/360/009/368020 (Series '97 B, interest)		\$55,151.67	\$469,820.21	(\$357,134.52)	\$0.00
• CO/310/317/368017 (Private donations)	\$19,206,536.29	(\$642,513.91)	(\$495,158.99)	(\$785,130.67)	(\$1,208,105.00)
• CO/310/318/368017 (Miami Beach)	\$8,346,584.88	\$31,569.75	\$39,224.94	\$36,300.48	in above
• CO/310/319/368017 (2/3 CDT)	\$8,224,822.52	\$24,265.01	\$31,881.45	\$29,170.18	in above
• Grants (interest to be returned to State)	\$0.00	\$0.00	\$0.00		
• CPCU01 - Bridge	\$49,752.90	\$146.79	\$192.85	\$176.45	\$0.00
• CPCU02 - Gateway Park (Closed)	\$4,171.03	\$0.00	\$0.00	\$0.00	\$0.00
• CPCU03 - Sears Demo. (Closed)	\$0.00	\$0.00	\$0.00		
<b>Total</b>	<b>\$53,226,363.92</b>	<b>\$93,913,031.65</b>	<b>(\$11,864,192.75)</b>	<b>(\$16,398,024.78)</b>	<b>(\$21,310,562.00)</b>

### Investments in non-pooled cash (Salomon Smith Barney)

	Prior Year	Quarter 1*	Quarter 2	Quarter 3	Quarter 4
	Year End	Actual	Actual	Actual	Projection
Fund Type/Fund/Subfund/Project					
• CB/360/009/368017 (Series '97 B)	\$105,298,537.12	(\$105,298,537.12)	\$0.00	\$0.00	\$0.00
<b>GRAND TOTAL</b>	<b>\$158,524,901.04</b>	<b>(\$11,385,505.47)</b>	<b>(\$11,864,192.75)</b>	<b>(\$16,398,024.78)</b>	<b>(\$21,310,562.00)</b>
<b>PAYABLES</b>	<b>(\$3,914,630.98)</b>	<b>\$1,432,260.19</b>	<b>(\$820,826.26)</b>	<b>(\$837,749.05)</b>	<b>\$0.00</b>
<b>CARRYOVER</b>	<b>\$154,610,270.06</b>				

\* All funds in Salomon Smith Barney were transferred into County Pooled Cash in December 2002

Close Match to above

\$114,736,232

## Departmental Quarterly Performance Report

Department Name: PACMO

Reporting Period: FY 2003, 3<sup>rd</sup> Quarter

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### ***STATEMENT OF PROJECTION AND OUTLOOK***

The Department projects to be within authorized Fiscal Year budgeted expenditures and projects that available revenues will exceed expenses except as noted below:

Notes and Issues:

(Summarize any concern or exception which will prohibit the Department from being within authorized budgeted expenditures and available revenues)

### **DEPARTMENT DIRECTOR REVIEW**

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

\_\_\_\_\_  
Signature

Gail L. Thompson

Date \_\_\_\_\_